



PROVIDENCE CATHOLIC HIGH SCHOOL

1800 W. Lincoln Highway • New Lenox, Illinois 60451 • (815) 485-2136 • www.providencecatholic.org

May 5, 2023

Dear Celtic Families,

Welcome to Providence Catholic! I hope that this email finds you well and that you are beginning what will be a great graduation season! This email contains information about registering your student for one of our BYOD Workshops on July 27 or August 2.

BYOD means “Bring Your Own Device”

Please remember that ALL Providence Catholic students are required to bring a laptop to classes each day. There can still be shipment delays, so **please do not wait to purchase or order!** June 15 is a good target date for purchasing.

Read more about our BYOD program on our website at:

<http://www.providencecatholic.org/academics/byod/>.

Please pay special attention to the [minimum specifications](#) and the [FAQ pages](#).

The Workshop

During the workshops, PCHS faculty and NHS students will show students how to attach to our Wi-Fi, access email and other Microsoft365 products, use Microsoft Teams for classwork, activate their StudentPlus account and more. It is important for your student to have these basic skills when the school year starts.

All freshmen will receive additional training during their *Introduction to Technology* class.



Workshops will be offered on these dates and times:

	Date	Time
Session 1	Thu. July 27	8:00 AM – 11:00 AM
Session 2	Thu. July 27	8:30 AM – 11:30 AM
Session 3	Thu. July 27	11:30 AM – 2:30 PM
Session 4	Thu. July 27	12:00 PM – 3:00 PM
Session 5	Wed. August 2	8:00 AM – 11:00 AM
Session 6	Wed. August 2	8:30 AM – 11:30 AM
Session 7	Wed. August 2	11:30 AM – 2:30 PM
Session 8	Wed. August 2	12:00 PM – 3:00 PM

Registration

- Each new student is required to attend one session.
- Each session is 3 hours long.
- Sessions are limited to 28 students each.
- For registration, we use an online scheduler called pickAtime. You can see how many slots are available for each session and cancel/reschedule your reservation.
- When you are ready, click on this link to register your student for a BYOD Set-up session: bit.ly/3VB98fQ
- Registration closes on Monday, July 31. However, sessions will fill up quickly, so we recommend that you sign up soon.

Prior to the Workshop

- Get your student laptop ready. See this page for full details: <https://www.providencecatholic.org/academics/byod/setup/>
Your student's Microsoft 365 credentials will be sent to you the first week of June.
- Make sure you have the latest updates installed (instructions on the same webpage).
- If you need assistance installing required apps and software, we host a Digital Drop in on Tuesday, July 25 from 4:30 – 6:30 PM. We can help you get it done!
- Charge your laptop overnight before the workshop.

Workshop Day

- Students should have laptop, power adapter and water bottle (optional).
- Please drop your student off at Door #4, on the east side of the school. We will have students there to greet your child and help him/her get checked in.
- Door #4 is also the pick up location.
- Dress is casual.

If you have any questions, please email me at rgrigoletti@providencecatholic.org or call me at 815.717.3137.

Thank you! We look forward to working with our newest Celtics!



Mrs. Rosanne Grigoletti

Technology Director, Providence Catholic High School